

Date: 01 April 2021
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From: The Clerk of the Course
To: All competitors / crew members
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APPROVED BY THE STEWARDS 31/03/2021

1. COVID-19 Delegates Notes

Please study carefully in particular the Attachment 1 (COVID-19 Officer Notes) which forms an integral part of this Bulletin 1. This document contains some very important information and instructions and several changes to the procedures stipulated in the 2021 Appendix S of the FIA Sporting Regulations, applicable for the FIA Africa Rally Championship – Equator Rally Kenya because of the current COVID-19 pandemic.


2. Amendments to the Supplementary Regulations

4.3.6 National Rally Classes

ADD

4.3.6.4 CLASSIC CLASS

Historic rally cars built before 31 December 1985, complying with Appendix K of the FIA and the technical section of the supplementary regulations of the East African Classic Safari Rally ([Safari Classic Rally 2021 e-Noticeboard](#)), are eligible in this event..



Gurvir Bhabra
Clerk of the Course

Bulletin 1, Attachment 1

COVID-19 Officer Notes
ARC Equator Rally Kenya
April 24 -25, 2021

From COVID-19 Officer **Version** 1
To All Stakeholders and Attendees **Date** 01 April 2021

REAMBLE

These *COVID-19 Officer's Notes* are published pursuant to points 1.5 and 1.6 of the *COVID-19 Code of Conduct* as set out in Appendix S of the FIA International Sporting Code (ISC). They apply to the event incorporating the Africa Rally Championship Equator Rally Kenya ("*Equator Rally*") which for the avoidance of doubt includes all support championship/series competitions.

Terms in *italics* in this document that are not defined in this document have the meaning given to them in the

COVID-19 Code or the *ISC*.

For the avoidance of doubt, for the purpose of these *COVID-19 Delegate's Notes* only, the term *Stakeholder*

includes all parties as per *COVID-19 Code* Art. 3.1 and specifically each Competitor (Team).

If any amendments of these operational guidance are deemed to be necessary before or during the *Equator Rally*, they will be communicated by means of an update to this document.

Section 2 sets out practical information and operational guidance to assist *Stakeholders* and *Attendees* to comply with the *COVID-19 Code* at the *Equator Rally*.

A privacy notice, explaining how FIA will process personal data in connection with the *COVID-19 Code*, is included at the end of these *COVID-19 Delegate's Notes*.

The Organisers Point of Contact for Covid-19 issues – including to report anybody showing signs of symptoms is

Kevin RODRIGUES, covid-19@motorsportkenya.com, + 254 724 571 241.

Attendees who begin to suffer from any COVID-19 Symptoms while outside the Venue must report to their Stakeholder and to the local medical facility. In case of a positive result, the local medical facility may address to quarantine.

Medical facilities in Nairobi

Aga Khan University Hospital

Telephone: +254 366 2020 / 22 or 3740000 ext. 2020 / 2022

MP Shah Hospital

Telephone: +254 20 429110/ 0722 204 427/ 0733606113

Nairobi Hospital

Telephone: + 254703082000

Bulletin 1, Attachment 1**Medical facilities in Naivasha (Service Park)**

NAIVASHA: Naivasha Sub-county Hospital Telephone: +254770735546

KIJABE: Kijabe Mission Hospital Telephone: +254787145122

ELEMENTAITA: St Mary's Hospital

NAKURU: Mediheal Hospital Telephone: +254735000735

SECTION 1 – Reminders from the APPENDIX S to the International Sporting Code**ARTICLE 2. DEFINITIONS AND INTERPRETATION**

2.1 The following terms have the following meanings:

Close contact means the *Attendee* in question (a) has been within two metres of an *infected* person either (i) for more than fifteen minutes, or (ii) while they were both in a confined space (e.g. a car); or (b) provided direct care to an *infected* person without wearing appropriate *PPE*.

Fit to Attend means that the *Profile 1 Attendee* (as defined in Article 3.5) in question has no COVID-19 risk factors that mean they should not attend *Covered Events*. More specifically, confirmation by a *Stakeholder* that a *Profile 1 Attendee* is *Fit to Attend* a *Covered Event* means that:

- 1) the *Profile 1 Attendee* has undergone one *PCR Test* organised by the *Stakeholder* and administered by an *Approved Test Provider* in the 96 hours prior to arrival at the *Venue* hosting the *Covered Event* in question (**Pre-Event Test**), and the *Stakeholder* has received a communication from the *Profile 1 Attendee* or from the *Approved Test Provider* based on the test results; and
- 2) the *Stakeholder* has concluded (either by reviewing a declaration made by the *Profile 1 Attendee* or a health screening and risk profiling questionnaire filled out by the *Profile 1 Attendee* and/or by other means) that the *Profile 1 Attendee* has no underlying health issues or other relevant risk factors specific to COVID-19 (whether creating risks for him/herself or others) that mean he/she should not attend the *Covered Event* in question, taking into account all applicable risk factors from national and World Health Organisation guidelines.

Medical Face Mask means a face mask that complies with European Standard EN 14683:2019+AC:2019.

ARTICLE 6C. PROTOCOLS APPLICABLE DURING A PART TWO EVENT

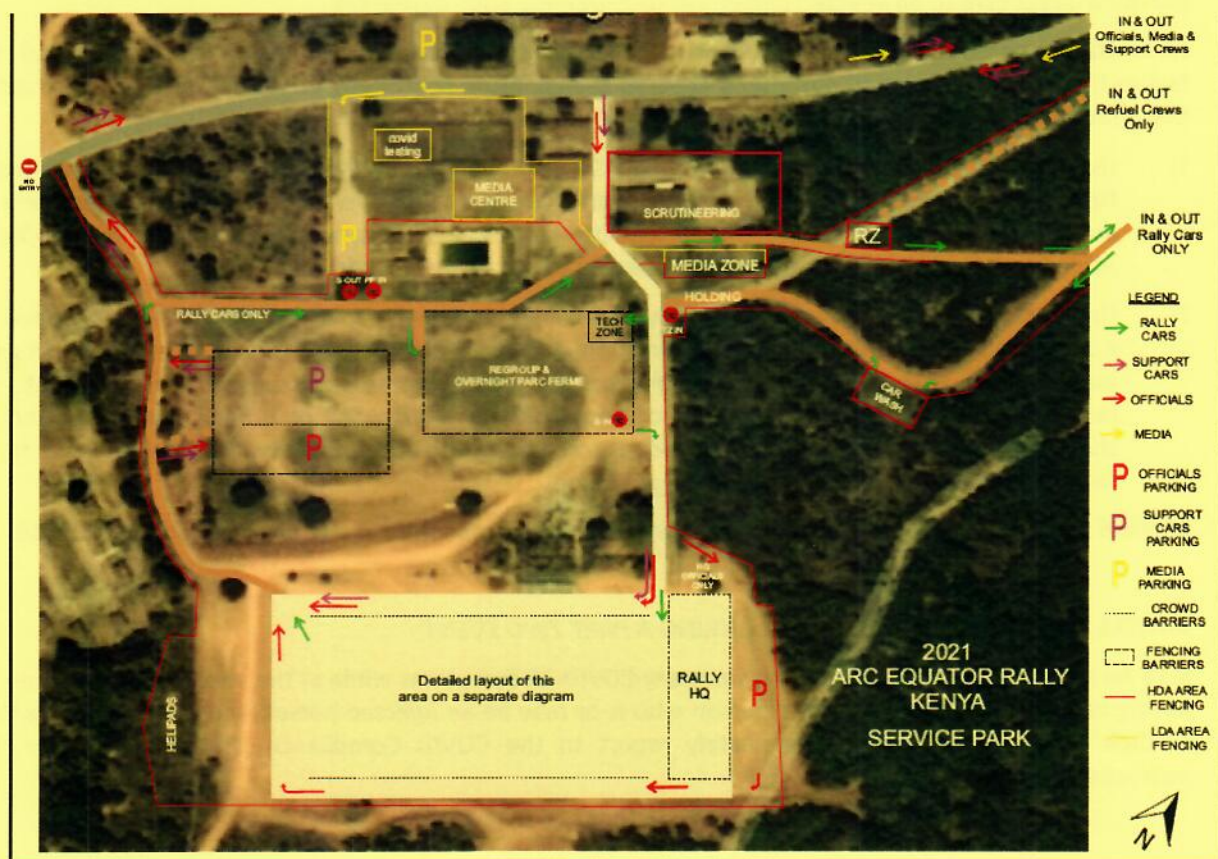
6.18 An *Attendee* who begins to suffer from any COVID-19 Symptoms while at the *Venue* or is identified as having had any close contact with a person who is or may be an *infected* person, must report quarantine in their accommodation and immediately report to the COVID Compliance Officer and follow the instructions given.

Bulletin 1. Attachment 1**SECTION 2 – – Practical Information and Operational Guidance****ARTICLE 2. DEFINITIONS AND INTERPRETATION**

1. Clarifications and Practical Implementation of COVID-19 Code Requirements
2. Media Requirements
3. General Requirements

1. CLARIFICATIONS AND PRACTICAL IMPLEMENTATION OF COVID-19 CODE REQUIREMENTS**1.1. DELIMINATION OF HIGH DENSITY AREAS AND LOW DENSITY AREAS.**

High Density Areas as defined in the *COVID-19 Code*: The Service Park and selected parts of the Rally HQ will be defined as *High Density Area* from **00h01 on Wednesday April 21, 2021**. From this time only *Profile 1 Attendees* will be permitted access to the *High Density Area*. For tire marking zones, please refer to point 2.2.5 and 2.2.8 in this document.



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All other parts of the rally route including stages will be considered *Low Density Areas*. Accordingly, the people who are not requiring access to the *High Density Areas* will be considered *Profile 2 Attendees*. There will be no movement between *High Density Areas* to *Low Density Areas*.

1.2. SPECIFIC REQUIREMENTS IMPOSED BY THE ORGANISERS

Entering Kenya for the purpose of attending the Equator

Rally Procedures before the arrival in Service Park;

All Attendees must fill in the **five** documents / tests listed below here. The completed forms will be automatically sent by email, ready to be downloaded, printed and signed. Attendees must send it to their own Stakeholder representative who will transfer it to covid-19@motorsportkenya.com and hand it at the Accreditation Centre in Service Park.

1. Equator Rally Self-Declaration for COVID-19 Risk

All Attendees (crew members, mechanics, team personals, etc.) must fill in the self-declaration for COVID-19 risk: <http://motorsportkenya.com/documents/>

The completed form will be available for downloading, entry of information and signature. Attendees must send it to their own Stakeholder representative who will transfer it to covid-19@motorsportkenya.com and hand it at the Accreditation Centre in Service Park.

2. FIA Covered Event Stakeholder Attendee List

Each team must fill the FIA Attendee list and send it to covid-19@motorsportkenya.com. Detail on how to complete this form are listed in Art. 2.1.4 below.

Link to form: <http://motorsportkenya.com/documents/>

3. WRC Stakeholder Commitment Form

a) If you have already taken part to a WRC Rally since September 2020 and you have already signed the WRC Stakeholder Commitment Form, go to point 4;

b) If *Equator Rally* is your first WRC rally under Covid-19 regulations, the team manager / representative must download the Stakeholder commitment form, print, sign, scan (or sign directly on the pdf file) and send it to covid-19@motorsportkenya.com

Link to form: <http://motorsportkenya.com/documents/>

4. FIA Individual Attendee Commitment to Appendix S – Page 3

Each individual must download the form, print, sign (or sign directly on the pdf file) and scan it. The team manager / representative will gather all the forms and send them by email to covid-19@motorsportkenya.com

Link to form: <http://motorsportkenya.com/documents/>

5. A negative PCR test result

Each Profile 1 or Profile 2 Attendee must undergo a PCR test in the 96 hours preceding his arrival to the High Density Area or Low Density Area and send the result in English or French to his Stakeholder representative who will transfer it to covid-19@motorsportkenya.com

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PCR Testing Facilities

PCR Testing for High Density Areas will be available within the COVID-19 Centre at Service Park

PCR Testing for Low Density Areas will be located at the Media Park

Attendees must cover the cost of PCR Testing – card or MPESA payments are accepted

The results will be available the day after the test.

Procedures on arrival in Service Park and prior to entering the High Density Area:

Before accessing any High Density Area and upon presentation of all of the documents / tests required above, only one Stakeholder representative will be admitted to the Accreditation Centre (Low Density Area), to collect the relevant accreditations for attending the *Equator Rally*.

Please wear a face-mask, use hand-cleansing equipment and observe social distancing at this location.

The Accreditation Centre will be located at Lake Naivasha Resort: <https://g.page/LNRKenya?share> or S 0°75'1.35" E 36°43'54"

Accreditation Centre opening hours:

Tuesday, April 20, 2021: 14h00 -

17h30 Wednesday, April 21, 2021:

07h30 - 17h30 Thursday, April 22, 2021:

07h30 - 17h30

All Profile 1 Attendees will be given a red wristband to be worn until the end of the event on completion of all the documentation required.

The wristband can be replaced upon return of the damaged one.

Obligatory face mask usage, testing of forehead temperature and the presentation of the red bracelet will be required in order to enter the High Density Areas.

In instances where a person's temperature is higher than 37.5°C, they will be required to wait 5 minutes before their temperature will be taken for a second time. If the temperature is still higher than 37.5°C, the person will be directed to the COVID Test Centre.

Those persons tested with a temperature above 37.5°C or those showing signs of COVID symptoms, will be asked to go to the COVID Test Centre to be examined by the COVID referent. A nasal swab for an antibody test will be taken and possibly repeated 30 minutes later if the first test comes back negative.

If both tests come back negative, a swab for a PCR test will be taken, however the individual will be permitted to return to their post keeping in mind their obligation to use face mask all times.

If one of the two antibody tests is positive then the individual will be isolated and a swab for a PCR test taken. People who have come into close contact with this person will also be identified and quarantined.

If the PCR test results come back positive that evening or the following day after the initial tests undertaken were negative then the Attendee shall be required to go into isolation and those persons that have come into close contact also identified and placed into quarantine.

Bulletin 1, Attachment 1**1.3. RESTRICTION ON THE NUMBER OF ATTENDEES**

Each *Stakeholder* has been asked to fill in a *Stakeholder Attendee List* and name all *Attendees* who need to be accredited for the access to the Rally HQ or Service Park (*High Density Areas*). This list includes everyone that requires the access to these areas. The accreditation is personal and there is no option to grant access to additional guests or sub-contractors. If the person is not on the *Stakeholder Attendee List*, the person would not have any access to *High Density Areas*. The number of *Attendees* per team is defined with reference to App. VI of the 2021 FIA WRC Sporting Regulations as follows:

-
- Private Team 8

The above numbers include the crews, ie. drivers/co-drivers

1.4. PROCESS FOR DOCUMENTATION SUBMISSION FOR THE EQUATOR RALLY

All *Stakeholders* are required to submit an *Attendee list* (even if they already did so for former events) to the rally organiser and FIA. Signed *Attendee* commitment forms are required from all new *Attendees*.

All submitted *Attendee list(s)* must:

- Show *Attendees* displayed in black text (John Smith), including the designation als *Profile 1 Attendee* or *Profile 2 Attendee*;
- Clearly indicate any new or additional *Attendees* (compared to the previous events) by displaying them in bold and green text (**John Smith**), also including the date of the *pre-event test*.
- Retain the names of any *Attendees* nominated for the previous events that are not to have access to the *Venue* for the *Equator Rally*, but have them displayed in strikethrough and red text (~~John Smith~~); and
- Be provided in an Excel format. Templates will be sent to all *Stakeholders* by email.

Each *Stakeholder* must moreover provide all the information and documents as listed in Art. 6.5 of the COVID- 19 Code of Conduct.

The required *Attendee list(s)* and *Attendee* commitment forms described above must be submitted no later than 17:00 EAST on April 17, 2021 by email to: covid-19@motorsportkenya.com a

1.5. MANUAL CONTACT TRACING

For the *Equator Rally*, all *Profile 1 Attendees* are requested to maintain a complete and accurate list of each other *Attendee* with whom they have *close contact* (see Section 1, Art. 2.1 for definition). This information maybe requested to assist with outbreak control.

1.6. SHARED EVENT SERVICE SUPPLIERS

Pursuant to Article 6.15.1 of the *COVID-19 Code*, suppliers of shared products or services to all *Competitors* in a *Championship* may specify further mitigation measures (such as creating specific time-slots for interaction with different *Groups*) that must be respected by all *Attendees* using their products or services.

In addition, and at the same time as the supplier provides this information to the *COVID-19 Delegate*, the supplier must copy it to *Equator Rally COVID-19 Compliance Officer*: Kevin RODRIGUES, covid-19@motorsportkenya.com, + 254 724 571 241.

1.7. SERVICE PARK ACCESS

The service park is a *High Density Area* that will be used by multiple teams. In support of *Group* separation, there will be a 2m clear area around each team location. The areas that link teams (supply roads etc) will be used for minimum traffic and will be strictly monitored for *PPE* use.

Bulletin 1. Attachment 1**1.8. HYGIENE – PPE AND MEDICAL FACE MASKS**

Consistent with the provisions of the *COVID-19 Code*, the following guidance is provided regarding the use of PPE.

- The wearing of a *medical face mask* is mandatory in all areas, both indoors and outdoors
- Within all *High Density Areas*, *medical face masks* must be worn and may only be removed when superseded by a superior level of PPE for a safety critical task (e.g. a full-face helmet). Within a *Group's* immediate operating area face masks may be removed, however the use of a mask at all times is highly recommended.

Service Park – Common Areas (Outdoors)	Mandatory
Team Defined Area (When not Working and Social Distance is possible)	Non-Mandatory
Team Defined Area (While Working and when Social Distance not possible)	Mandatory
Scrutineering	Mandatory
Time Controls and other Controls	Mandatory
Refuel Area	Mandatory
Rally HQ	Mandatory
When visiting Other Team or Defined Area (Scrutineers, TV Tech, SAS Tech, Tyres)	Mandatory
Tyre Supplier Area	Mandatory
Stewards Hearing	Mandatory
TV Interviews	Mandatory
Press Conference Room	Mandatory
In Car Officials	Mandatory

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2. MEDIA REQUIREMENTS

2.1. MEDIA ZONES

- The Media Centre and Media Zone are defined as Low Density Areas, however, to protect the local population and to limit risk, anyone wanting to access this area will be required to have a negative COVID- 19 PCR Test up to 96 hours before they are due to enter the defined areas.
- FIA Accredited Media – with their Rally specific accreditation – will be permitted access to the Media Zone in the locations defined in the diagram shown in Art. 2.1.1.
- The FIA Media Delegate will permit access to the Crew designated area for one PR representative for each P1 crew entered by a Manufacturer. Manufacturers' Team Principals are welcome to the Media Zone for interviews. No other persons will be permitted.
- No team members can approach the crews and cars waiting at the time controls before the Technical Zones/Regroups.
- *PPE* face masks must be worn at all times and there will be a minimum 1.5m separation between each Driver and other people in the *Low Density Area*.
- During the rally, all FIA P1 and P2 drivers must be available for media interviews in the designated media zone until dismissed by the FIA Media Delegate, and P3 upon request:

PRIVACY NOTICE FOR THE PROCESSING OF PERSONAL DATA IN CONNECTION WITH THE COVID-19 CODE OF CONDUCT

April 2021

What does this Notice cover?

This Notice describes how the Federation International de l'Automobile (the "FIA" "we" or "us") processes personal data about *Attendees* ("you") in connection with the *COVID-19 Code* which is an Appendix to the International Sporting Code available at:

<http://www.fia.com/regulation/category/123>

In particular, this Notice applies to personal data we process in connection with (i) your attendance at a *Covered Event*; and (ii) testing for Covid-19. The section dealing with testing is only relevant to Profile 1 *Attendees*.

It also describes your data protection rights, including a right to object to some of the processing which we carry out. More information about your rights, and how to exercise them, is set out in the "Your other data protection rights" section.

We act as the data controller for the data processing operations described in this Notice.

We may provide additional information about our privacy practices at other points and where this will help us provide more relevant and timely information.

We reserve the right to make changes to our practices and this Notice at any time. If we change the way we handle your personal data, we will update this Notice and notify you as appropriate.

Unless otherwise specified, defined terms used in this Notice shall have the meaning given to them in the *COVID- 19 Code*.

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ATTENDANCE AND TESTING

What personal data is processed?

Before each *Covered Event*, we will receive from each applicable *Stakeholder*:

- details of all *Attendees* that it wishes to attend the *Covered Event* on its behalf (including name and designation as a Profile 1 or Profile 2 *Attendee*);
- for Profile 1 *Attendees*, designation of their *Group* and confirmation that they are *Fit to Attend* the *Covered Event*; and
- all other required information as set out in the *COVID-19 Code* (including consents to testing and to the subsequent provision of information about the outcome of the tests (either in the form of test results or in the form of a declaration of *Fit to Attend/Not Fit to Attend*) to the *Stakeholder*) and the Section 3.8 confirmation form.

The Organisers will appoint an *Approved Test Provider* to administer Primary and Secondary Testing for *Attendees* during the Event. The *Approved Test Provider* uses health care professionals to carry out these tests and acts as our data processor in this regard.

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As part of the Primary and Secondary Testing, we will process:

- your name, contact details, date of birth and gender;
- your throat & nasal swab or such other bodily sample that the responsible health care professional may specify; and
- the results of your *PCR Test* and the subsequent creation of a declaration of *Fit to Attend/Not Fit to Attend*. The provision of this information is mandatory if you wish to remain in the *High Density Areas* of the *Venue*.

Our *COVID-19 Delegate* will also receive updates from the *Stakeholder* if during the *Covered Event* or within 14 days at the end of a *Covered Event* any circumstances arise (such as a disclosure by the *Approved Test Provider* relating to you or reports made by you to the applicable *Stakeholder*) that indicate that you may no longer be *Fit to Attend* the *Covered Event(s)*.

Some of this personal data will be health data which is categorized as special category data under the GDPR.

What is our lawful basis for the processing?

We process this personal data for the following purposes:

Where this is necessary for the performance of a contract to which you are a party: this is relevant to your compliance with the *COVID-19 Code*. This includes:

- to protect the health and safety of participants attending Events; and
- to communicate with you;
- As required by us to conduct our business and pursue our legitimate interests, in particular:
- to mitigate the risk of transmission of COVID-19 and to protect public health;
- to plan our services or actions in response to COVID-19;

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- to respond to any comments or complaints you may send us;
- to use data in connection with legal claims, compliance, regulatory and investigative purposes as necessary (including disclosure of such information in connection with legal process or litigation); and
- use of aggregated statistics to improve the efficiency of the testing process.

For purposes which are necessary for preventative medicine on the basis of Kenyan law or pursuant to a contract with a health professional.

Who will we share this data with, where and when?

In addition to sharing your personal data with our *Approved Test Provider* who will process it on our behalf as data processor for the purposes above, we also arrange for information about your attendance at the Event to be shared with the Event Organiser, and we ask the *Approved Test Provider* to share *Fit to Attend/Not Fit to Attend* results with your applicable *Stakeholder*. In the event that a diagnosis of COVID-19 is confirmed, where required to do so, we will also report this to public health officials.

How do we protect your personal data?

SECTION 2 – – Practical Information and Operational Guidance

We have taken appropriate technical and organizational measures to protect your personal data.

Access to any test data is restricted to authorized personnel only who have been trained to protect the confidentiality of people with COVID-19.

When will your personal data be deleted?

Our *Approved Test Provider* will securely destroy your *PCR Test* results and associated personal data 14 days after the test result have been confirmed and the declaration of *Fit to Attend/Not Fit to Attend* communicated to *Stakeholders*.

Where we process other personal data (which is not health data) in connection with compliance with the *COVID- 19 Code*, we keep the data for so long as necessary for us to enforce the *COVID-19 Code*.

Your other rights under data protection law

You have the right to ask us for a copy of your personal data; to correct, delete or restrict (stop any active) processing of your personal data; and to obtain the personal data you provide to us for a contract or with your consent in a structured, machine readable format, and to ask us to share (port) this data to another controller.

In addition, you can object to the processing of your personal data in some circumstances (in particular, where we don't have to process the data to meet a contractual or other legal requirement).

These rights may be limited, for example if fulfilling your request would reveal personal data about another person, where they would infringe the rights of a third party (including our rights) or if you ask us to delete information which we are required by law to keep or have compelling legitimate interests in keeping. Relevant exemptions are included in both the GDPR and under applicable Kenyan law. We will inform you of relevant exemptions we rely upon when responding to any request you make.

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To exercise any of these rights, you can get in touch with us – or our data protection officer – using the details set out below.

How to find out more or raise a concern

If you would like to find out more about how we use your personal data in connection with the *COVID-19 Code* or have any concerns about how your personal data is being used, you can contact our Data Protection Officer at dpo@fia.com or by writing to Fédération Internationale de l'Automobile, Chemin de Blandonnet 2, 1214 Vernier, Switzerland.

You also have the right to complain to a data protection authority where you live, work or believe a breach may have occurred.